

LSTA APPLICATION

Application Due: March 15, 2005LIBRARY / ORGANIZATION NAME LeRoy Collins Leon County Public Library SystemMAILING ADDRESS 200 West Park Avenue, Tallahassee, Florida 32301PHONE # 850 487-2665 SUNCOM # _____ FAX # 850 922-2527CONTACT PERSON Helen Moeller E-MAIL ADDRESS Helenm@leoncountyfl.gov

FEID OR SAMAS AND EO # _____

CONTRACTING AGENCY NAME Leon County Board of County Commissioners

TYPE (check one):

☒ Public ☐ K-12 ☐ Academic ☐ Multitype Library Consortium ☐ Special ☐ State Library

CATEGORY (check one)

☒ Access for Persons Having Difficulty Using Libraries

Library Technology Connectivity and Services

PROJECT NAME Let's Read TogetherPROJECT ☒ New Continuing If continuing, specify year: _____LSTA FUNDS REQUESTED \$ 21,456PRIORITY# 1 OF 1 APPLICATIONS SUBMITTEDLIBRARY SERVICE AREA POPULATION 255,500NUMBER OF PERSONS TO BE SERVED BY PROJECT 260

TARGETED USER GROUP (Check all that apply)

Children Youth ☒ Adults Older Adults Mixed

Other, specify _____

Helen Moeller, DirectorFebruary 9, 2005

Date

Introduction

The LeRoy Collins Leon County Public Library System (LCLCPLS) is headquartered in Tallahassee, Florida. Located in the northern part of the state known as the Florida Panhandle, the library system provides a dynamic resource for creative and intellectual pursuits. Its collections, services and programs strive to meet the needs and interests of a diverse service area population of approximately one-quarter million county residents.

Both the library system and its user base continue to grow. While the 2000 U.S. Census reported the county's population as 239,452, the University of Florida's Bureau of Economic and Business Research estimated that Leon County's population had grown to 255,500 by 2003. Sixty-three percent of the population resides in Tallahassee and the remaining 37% live in unincorporated and rural areas. To meet the needs of residents, library services are currently provided at six facilities (the main library and Northeast, Lake Jackson, Parkway, Fort Braden, and the Dr. B. L. Perry, Jr. branch libraries) and via one bookmobile. Library services are also available remotely through the library's web site; users can reserve, renew and request library materials, ask reference questions through e-mail or the "Ask a Librarian" service, and use library online databases. As of September 30, 2004 the library system had 113,430 registered borrowers.

LCLCPLS has an operating budget of approximately \$5.7 million with a staff of 115 FTEs. The library maintains a collection of over 300,000 titles and has an annual circulation slightly over 2 million. The library system is governed by the Leon County Board of County Commissioners. The Board authorizes the library budget and approves selected policies and procedures. Additional support is provided by two groups: a Library Advisory Board, comprised of seven citizen members, reviews policies and aids in decision making; and the Friends of the LeRoy Collins Leon County Public Library, an active fund-raising group for the library.

The library system's mission is to "...enrich the community by inspiring a love of reading, providing a dynamic resource for creative and intellectual pursuits, and enabling residents to live a life of learning." In the library system's long range plan for 2005-2010, Strategic Direction III, "Living a Life of Learning", states:

The library is an essential source of knowledge for the community, providing educational resources for all ages and pursuits. The library supports early reading readiness, formal and alternative education, and life-long learning. A variety of materials, electronic resources, and dynamic programs are provided to help address Leon County residents' desires for self-directed growth and development. Literacy training for individuals and families develops and supports reading, language and parenting skills.

To that end, the LeRoy Collins Leon County Public Library System sponsors and supports Literacy Volunteers of Leon County (LVLC). An accredited affiliate of ProLiteracy America (formerly known as Literacy Volunteers of America and Laubach Literacy International), LVLC is a non-profit 501 (c)(3) organization that operates under the guidance of a Board of Directors. The LeRoy Collins Leon County Public Library's

Director of Public Services provides guidance and oversight for the literacy program along with LVLC's Board of Directors. The Program Director for Literacy reports to the Director of Public Services. The Director of Public Services sits on the LVLC Board of Directors, and a member of The Friends of the Library Board of Directors is an ex-officio member of the LVLC Board of Directors. The Director of Public Services and LVLC Board of Directors' Treasurer assist with budget preparations for The United Way and other funding proposals.

The mission of Literacy Volunteers of Leon County (LVLC) is to promote and increase literacy in the community through the use of volunteers. The mission is accomplished through individual and small group instruction to improve the literacy levels of adult learners; individual and small group instruction to improve conversational English, reading and writing skills for speakers of other languages; and, outreach family literacy services. All instructional services are provided free of charge to learners.

Three full-time literacy positions are funded by the library system. In addition, the Friends of the Library contributes \$15,000 each year to the program to fund a part-time Library Literacy Specialist, and Literacy Volunteers of Leon County funds one part-time Basic Reading Administrator position and one part-time administrative assistant.

LVLC has a long, successful history of working with adults and families who need help to improve their literacy skills. Since 1982 the organization has provided quality training for volunteers who work with students in one-to-one and small group settings. Professional staff administer pre- and post assessments and provide ongoing support for tutors and students who request services to improve their reading, writing, or conversational English skills. A health literacy curriculum is integrated into tutoring sessions and becomes a part of the students' ongoing reading instruction. Tutoring occurs at the main library and two branch libraries and at school sponsored adult education classes throughout Tallahassee. At the Dr. B. L. Perry, Jr. Branch Library, LVLC also provides outreach literacy services for families. Services for families include one-to-one and small group tutoring for parents who would like to improve their reading skills or earn the GED.

Families also participate in parenting workshops and computer classes. Children of parents enrolled in the Family Literacy Program are eligible to enroll in an after-school tutoring program. Under the supervision of a Florida certified elementary education teacher, children work one-to-one and in small groups with trained volunteers. During 2003-2004, the Basic Reading, English for Speakers of Other Languages and Family Literacy Program served 267 learners with the assistance of 167 volunteers. The Family Literacy program served 111 adults and children representing 92 families. Although the Family Literacy Program expanded its enrollment by 8% in 2003-2004, the program consistently has a waiting list of 50 families seeking services.

LSTA OUTCOMES PLAN

Project Name Let's Read Together **Library** LeRoy Collins Leon County Public Library System

Project Summary / Program Purpose: The purpose of the project is to assist at-risk parents in helping their children become better readers. Parents will attend a series of three workshops. During the first two workshops, they will be introduced to and practice 10 reading activities to guide their children's reading at home. A third follow-up workshop or interview will determine what strategies are working well at home and how parents can improve or change activities to more effectively help their children become better readers. Curriculum will be adapted from *Families Building Better Readers* to meet the needs of the target population.

EVALUATION				
INPUTS	ACTIVITIES	OUTPUTS	OUTCOMES	INDICATORS
<u>Grant Funds</u> Proj. Coordinator Proj. Consultant <u>Library Literacy Staff</u> Members Program Director Family Literacy Coord. <u>Library Staff</u> Members <u>Partners</u> Literacy Volunteers of Leon County Magnolia Terrace Apts. Region I Literacy Center <u>Books</u> <u>Workshop Materials</u> <u>Transportation</u> <u>Facilities</u>	Adapt Curriculum Develop Assessments Advertise Workshops Offer 2 workshops for parents living in 4 housing complexes Offer 4 workshops for parents living in Magnolia Terrace Apartment Offer 8 workshops for parents on the Family Literacy wait list and interested community members	260 members of the community (including children) are served 130 copies of curriculum are distributed 130 pre-and post assessments are administered 45 parents in 4 housing complexes attend workshops 25 parents living at Magnolia Terrace attend workshops 60 parents in Family Literacy Program and community members attend workshops	Persons having difficulty using library services use services or information that were not previously available	117 or 90% of parents attending workshops obtain library cards 91 or 70% of parents attending workshops demonstrate an ability to work with their children at home to become better readers
			Staff members conduct initial and exit interviews, collect sign-in sheets, workshop evaluations, and anecdotal data based on workshop interviews Staff members conduct pre-and post workshop assessments	

Need

Each year the United States spends millions of dollars in remediation for schoolchildren who are not reading at grade level. When parents lack adequate reading skills, do not read to their children, and do not make books available at home, children are likely to enter kindergarten lacking the pre-reading skills necessary to learn to read and move to the first grade (National Center for Family Literacy). According to the Florida Center for Reading Research (FCRR), approximately 20% of elementary students nationwide have significant problems learning how to read, and at least another 20% do not read fluently enough to enjoy or engage in independent reading. The rate of reading failure is as high as 60% to 70% for children who are African-American, Hispanic, poor, or not fluent in English. Further, it is estimated that 25% of adults in the United States lack the basic literacy skills required for a typical job. In a January 2004 presentation, "Teaching Every Child to Read: A Responsibility for Parents and Schools", the FCRR's Director of Curriculum & Instructional Projects stated, "Rising needs for high levels of literacy in our society demand that parents and schools break the mold of past performance – we clearly must do better than has ever been done before."

Together, "parents and families" are identified as one of the four main elements of Just Read, Florida!, the statewide reading initiative to have all students reading on grade level or higher by 2012. Increasingly, school faculty, administrators and school newsletters urge parents to read *to* and *with* their children. Most elementary school students are assigned a minimum number of "reading minutes" as homework, and younger students (Kindergarten and first grade) are *instructed* to read with an adult. However, adults with low literacy skills are ill-prepared to participate in their children's reading development.

Target Population

Families living in Tallahassee's South side will comprise the target population for the project. Tallahassee is the home of two major universities and a community college; nevertheless, areas of the city have populations with significant levels of poverty and associated reduced literacy skills. One such area is the South side of Leon County. The area's 24% poverty rate is double that for the rest of Tallahassee, and the number of single-parent families is at least 50% higher than in the rest of the city (City/County Planning Department). Five public housing apartment complexes lay within a five-mile radius of the Dr. B. L. Perry, Jr. Branch Library, the branch library that serves the South side. This area includes a majority of Leon County's low-income families, a concentration of Title I schools, and children receiving free or reduced-cost school lunches.

Although the median family income for the county is 7th highest in the state, 18.2% of the population in Leon County lives below the poverty level while only 12.5% of all Floridians and 12.4% of Americans qualify for the same designation. Children are the largest portion of this group; over 17% of Leon County's children live in poverty. (2000 U.S. Census)

Unmet Needs of the Population

Persons with low literacy skills often live in poverty. According to the 2000 Census, 14,967 residents of Leon County 25 years and older do not have a high school diploma. A report published by the U.S. Division of Adult Education and Literacy in 2002 warned that residents with education levels below an average high school graduate's will be prepared for only 21% of new jobs created between 2002 and 2008. Individuals without a high school diploma are likely to end up with jobs that pay minimum wage and are not able to advance due to their lack of education. An Adult Literacy Survey conducted in 1994 found that 21% of adults in Tallahassee and 18% of adults in Leon County function at the lowest literacy levels.

Community Services

Although there are a variety of community services on the South side, they are unable to fully meet the need for literacy services in the area. Daycare centers and preschools introduce children to books and basic reading concepts, but do not formally prepare parents to help their children with language skills and reading at home. Reading-related programs at the community center are limited to after school activities for youth. Many area residents are aware of the Family Literacy Program offered at the branch library. Its long waiting list is both a tribute to the program's success and an indication of the extent of the need. Still other residents do not go to the branch library for literacy services; they are hindered by low reading skills and/or lack transportation.

Relationship to the Library's Mission

Literacy is an integral part of lifelong learning. Working directly with parents to develop skills for assisting their children with reading, this project supports the LeRoy Collins Leon County Public Library System's mission to enrich the community by 1) inspiring a love of reading, 2) providing a dynamic resource for intellectual pursuits, and 3) supporting lifelong learning. Let's Read Together also supports the priorities established for library services statewide. Goal 2 of Florida's Strategic Plan for Library Development, *Gateway to Information through Florida Libraries: An Outcomes Plan, 2003-2007*, states "People in Florida of All Ages Have Programs and Services that Support Lifelong Learning through Their Libraries". The context statement explains further: "Florida's libraries are striving to meet the needs of everyone in their communities including those who are traditionally underserved. Therefore, lifelong learning includes adult and family literacy programs, services for adults for whom English is not their primary language, services to elders and other related programs. The needs assessment supports effort at improving services in these areas. These adults in particular need current information and learning programs tailored to their needs".

Inputs

Grant Funded Positions

- **Project Coordinator Position (18 hours/week)**
Coordinator will be responsible for scheduling and facilitating workshops; will administer pre- and post- evaluations; and will refer parents to adult literacy services and other social service agencies as necessary.
- **Project Consultant/Specialist Position (125 hours @ \$25/hour)**
Project Consultant/Specialist will tailor *Building Better Readers* curriculum to meet the needs of families enrolled in the project; develop pre- and post- assessments and evaluations for parents and children enrolled in the project; offer a pilot workshop to provide training for the Project and Family Literacy Coordinators; and monitor workshops for quality and consistency.

Two full time library literacy staff members

- **Literacy Program Director**
The Literacy Program Director will oversee the project; recruit and hire project staff; order materials; and prepare the mid-year and annual reports.
- **Family Literacy Coordinator**
Family Literacy Coordinator will work closely with the "Let's Read Together" Project Coordinator to enroll parents in tutoring and computer classes when they request these services. The Family Literacy Coordinator will coordinate all Family Literacy Program activities with "Let's Read Together" Project activities.

Additional Library staff members

- **Branch Manager**
The Branch Manager will coordinate project activities at the Dr. B.L. Perry, Jr. Branch Library and provide staff members to issue library cards during parent workshops at public housing apartments.
- **Information Professional**
An Information Professional (Librarian) will provide programming for children concurrent with the parent workshops and will encourage parents participating in the project to bring their children to other library programs.

Literacy Volunteers of Leon County will provide the following support:

- **Staff Members**
The LVLC Program Administrator and Administrative Assistant will work with the Program Director to sustain the project. Program Administrator also will assess parents functioning at very low literacy levels to determine how best to serve those persons.
- **Volunteers**
Ten (10) LVLC trained volunteers will tutor parents and children who need individual assistance to develop their reading skills.
- **One Member of Volunteers in Service to America (VISTA)**
One full time VISTA member will assist the Family Literacy and Project Coordinators with recruitment of participants and volunteers. (one day/week)
- **Public Relations Intern**
One Public Relations Intern will work with the Literacy Program Director, Family Literacy Coordinator, and "Let's Read Together" Project Coordinator (8 hours/week) to publicize the event.
- **Snacks for workshops**

Magnolia Terrace Apartments will host four workshops.

Region I Panhandle Adult Literacy Center will advertise the project through its network and will provide referrals as appropriate.

Books and Materials

The Library Literacy Program and LVLC will partially match grant funds to supply books and materials. Parents will receive a children's book each time they attend a workshop. Initially, they will receive a book bag containing information about the project along with their book. Parents who enroll in tutoring sessions also will receive GED books, appropriate intermediate skillbooks, or *Laubach Way to Reading* skillbooks.

Workshop Materials (printing)

The Library Literacy Program and LVLC will partially match grant funds for printing and copying workshop materials. Workshop participants will receive booklets (approximately 25 pages/booklet) detailing the 10 strategies they can use at home with their children. The booklets will be written at literacy levels appropriate to the target population and will include age appropriate book lists to guide parents in selecting books with their children.

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Transportation

Big Bend Transit will be hired to provide transportation to two workshops.

Facilities

The LeRoy Collins Leon County Public Library System and Magnolia Terrace Apartments will provide the facilities for the workshops.

Action Plan

Let's Read Together will provide a jumpstart to family literacy. Workshops will be offered to parents on the waiting list for traditional Family Literacy services at the Dr. B. L. Perry, Jr. Branch Library as well as currently enrolled Family Literacy participants. It will supplement, not replace, the Family Literacy programs currently available. Within in relatively short time, parents will learn techniques and begin effectively assisting their children with reading at home. The project will adapt the *Families Building Better Readers* curriculum developed by the Just Read, Florida! Initiative and the Bureau of Family and Community Outreach, both directed through the Florida Department of Education and the University of West Florida, to meet the needs of the target population.

A series of workshops and follow-up meetings will be presented for at-risk families living on Tallahassee's South side. Each parent will attend two 2-1/2 hour workshops where they will receive encouragement and support while they learn and practice 10 concrete strategies to do at home. The curriculum focuses on techniques parents can use with their K-5th grade children to help them become better readers. Facilitators will use examples and role play to help parents incorporate the strategies into their daily routines. Library programs for children will be held concurrently, on site, to enable parents to participate fully.

At their initial workshop, parents will receive a book bag containing information about the project, the curriculum booklet and a children's book. (Parents will receive an additional children's book each time they attend a workshop.) They will also obtain library cards, learn how to access library resources and locate books on their recommended reading lists. If initial screening indicates that parents have difficulty reading the materials, they will meet one-to-one with volunteers for individual coaching or literacy instruction.

A follow-up meeting will be held with each group of participants. Participants will share their success stories, ask questions and obtain additional guidance as needed. Interviews will be conducted with those unable to attend the follow-up meeting.

While most of the workshops will be held at the branch library, four workshops will be offered at a nearby housing complex to reach those parents for whom transportation is a barrier. To further alleviate transportation concerns, Big Bend Transit will be hired to

provide transportation to two of the library-based workshops for residents of four public housing complexes.

As a new means of local support for the statewide reading initiative and a jumpstart technique to more immediately serve and involve families on our local program waiting list, the library system's experience with Let's Read Together will be shared with other literacy professionals. The Project Coordinator and Family Literacy Coordinator will attend the Florida Literacy Coalition Conference in May 2006 to present information about the project.

The professional services of a grant-funded consultant and project coordinator will "jumpstart" this addition to the family literacy program of the LeRoy Collins Leon County Public Library System. During the project year the foundation for this new program will be completed; the program curriculum will be adapted and produced, workshop materials will be developed, and partnerships forged. It is anticipated that the library system will be able to sustain this program at the conclusion of the project year. Sponsorship will be sought from current and prospective business partners for Literacy Volunteers of Leon County; additional volunteers will be recruited and trained; and potential participants will continue to be directed to the program through referrals, media coverage and other publicity.

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Action Plan and Timeline		
<u>Date</u>	<u>Activity</u>	<u>Person Responsible</u>
October 2005	Contract for services with consultant/specialist	Program Director
October 2005	Advertise and hire Project Coordinator*	Program Director
October 2005	Develop schedule for workshops with Housing Managers	Consultant & Program Director
November 2005	Develop or tailor curriculum for workshops Prepare 130 copies of the booklet	Consultant with assistance from Family Literacy Coordinator (F.L. Coord.)
November 2005	Order 130 books and book bags	Program Director
December 2005	Prepare 130 book bags for distribution	VISTA member
December 2005	Prepare 130 entrance and exit assessments Prepare workshop evaluations	Consultant
December 2005	Publicize the workshops in print and electronic media, radio and television. Distribute flyers and talk with 5 public housing managers to publicize the workshops. Announce workshops at community events.	PR Intern & Program Director
December 2005	Develop a Press Kit to inform media of the project	PR Intern
December 2005 / January 2006	Offer two pilot workshops with parallel children's workshops and adjust curriculum as necessary.	Consultant, VISTA, F.L. Coord. and Information Prof.
January 2006	Notify Press of Kick-Off event to begin series of workshops	Program Director and PR Intern
January through September 2006	Interview parents and administer pre- assessments Conduct follow-up interviews or a third workshop after parents successfully complete the first workshop.	Project Coordinator
March through September 2006	Contact at least 10 potential and current LVLC business partners to inform of the project and solicit their support for future funding. Identify and apply for grants that may provide funding for the following year.	Program Director
March 2006	Prepare Mid Term Report and submit by April 1	Program Director w/assistance from consultant
April and September 2006	Notify Press of Special workshops at the Dr. B. L. Perry, Jr. Branch Library	Program Director, Family Literacy Coord. & PR Intern
September 2006	Administer exit interviews and assessments	Project Coordinator
October 2006	Prepare Final Report and submit by November 1	Program Director & Consultant

*NOTE: If the Project Coordinator is hired and on board by December, kickoff will begin in January and workshops will run January through September. In Leon County, the hiring process is lengthy, and the Project Coordinator may not be on board before January.

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Listed below are dates, locations and persons responsible for facilitating the workshops.

Dates (all in 2006)	Location	Facilitator
January	Dr. B.L. Perry, Jr. Branch	Consultant & Project Coordinator
January	Magnolia Terrace	Consultant & Project Coordinator
February Kickoff	Dr. B.L. Perry, Jr. Branch	Project Coordinator
February Kickoff	Magnolia Terrace	Project Coordinator
March	Dr. B.L. Perry, Jr. Branch	Project Coordinator
April	Dr. B.L. Perry, Jr. Branch (transportation provided for parents living in public housing through Big Bend Transit)	Project Coordinator
May	Dr. B.L. Perry, Jr. Branch	Project Coordinator
May	Magnolia Terrace	Project Coordinator
June	Dr. B.L. Perry, Jr. Branch	Project Coordinator
July	Magnolia Terrace	Project Coordinator
August	Dr. B.L. Perry, Jr. Branch	Project Coordinator
August	Dr. B.L. Perry, Jr. Branch	Project Coordinator
September	Dr. B.L. Perry, Jr. Branch (transportation provided for parents living in public housing through Big Bend Transit)	Project Coordinator
September	Dr. B.L. Perry, Jr. Branch	Project Coordinator

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BUDGET NARRATIVE

The following budget narrative details expenditures requested for the project as well as money and services dedicated to the local match.

Description	LSTA Request	Local Match
Project Coordinator will be responsible for facilitating workshops and executing daily tasks related to the project. $\$14/\text{hour} \times 18 \text{ hours/week} \times 52 \text{ weeks} = 13,104$ FICA 1,002 Retirement 957 Worker's <u>Comp.</u> 43 Total 15,106	\$15,106	
Program Director Will oversee the project, work with staff members to develop publicity, conduct evaluation and develop strategies to sustain the project after the project ends. .05 FTE		\$2,065
Family Literacy Coordinator will work with the Consultant & Project Coordinator to conduct intake, assessments & develop schedules and assist with children's workshops .10 FTE		\$3,800
Consultant/Specialist will tailor curriculum to meet the needs of participants; develop assessment tools, and assist with project evaluation 120 hours @ \$25/hour = \$3,000	\$3,000	
Books for workshop participants to take home: Titles to be selected from "Families Building Better Readers" Book List $150 \times 10 = \$1,500$ GED & Laubach Skillbooks for adults $30 \times 20 \quad \$ 600 + \$1,500$ Total \$2,100	\$ 1,200	\$ 900
Booklets (25 pages) for 14 workshops $130 \text{ families} \times \$15/\text{family} = \$1,950$	\$1,350	\$ 600

LeRoy Collins Leon County Public Library System Let's Read Together, Page 13 Budget Narrative (Continued)		
Travel to Florida Literacy Coalition Conference in May 2006 (2 persons) Estimated Conference Registration, travel, hotel, and meals \$700	\$300	\$400
Snacks for workshops 14 workshops X \$35/workshop = \$490		\$490
Transportation for two workshops @ 45 parents & their children/workshop Big Bend Transit \$250/workshop x 2 = \$500	\$500	
Total	\$21,456	\$8,255

BUDGET

(Round all amounts to the nearest dollar. Add additional lines if needed to include all items in a section.)

	LSTA	LOCAL/STATE MATCH
SALARIES & BENEFITS (Position Title) F.T.E. (All salaries to be paid from federal or local sources)		
Project Coordinator 0.45	\$ 15,106.00	\$ -
	\$ -	\$ -
Literacy Program Director 0.5	\$ -	\$ 2,065.00
Family Literacy Coordinator 0.1	\$ -	\$ 3,800.00
	\$ -	\$ -
TOTAL SALARIES	\$ 15,106.00	\$ 5,865.00
CONTRACTUAL SERVICES (List each vendor)		
Consultant/Specialist	\$ 3,000.00	\$ -
120 hours @ \$25/hour	\$ -	\$ -
	\$ -	\$ -
TOTAL CONTRACTUAL SERVICES	\$ 3,000.00	\$ -
LIBRARY MATERIALS (Include types of materials to be purchased)		
Children's books for project participants selected from cu	\$ 1,200.00	\$ 900.00
book list.	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
TOTAL LIBRARY MATERIALS	\$ 1,200.00	\$ 900.00
SUPPLIES (Specify)		
Supplies and printing for 130 Booklets	\$ 1,350.00	\$ 600.00
(approximately 25 pages per booklet)	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
TOTAL SUPPLIES	\$ 1,350.00	\$ 600.00
TRAVEL	\$ 300.00	\$ 400.00
EQUIPMENT (Equipment and furniture with a useful life of at least one year and a unit cost of \$1,000 or more)		
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
TOTAL EQUIPMENT	\$ -	\$ -
OTHER (Specify)		
Snacks for Workshops	\$ -	\$ 490.00
Transportation for parents (2 workshops)	\$ 500.00	\$ -
TOTAL OTHER	\$ 500.00	\$ 490.00
TOTAL	\$ 21,456.00	\$ 8,255.00

+ =

Partnership Agreement

Library Services and Technology Act Grant

An agreement should be completed between the library and each partner. If another agreement or contract is already in place, it can be substituted for this form as long as the conditions listed below are included.

Library/Organization Name: LeRoy Collins Leon County Public Library
Partnering Agency Name: Literacy Volunteers of Leon County
Partner Mailing Address: 200 West Park Avenue, Tallahassee, Florida 32301
Project Name: Let's Read Together

We, the undersigned agree to provide the following programs, services, or activities:

The LeRoy Collins Leon County Public Library will develop and administer the "Let's Read Together" Project
Literacy Volunteers of Leon County will provide:

Program Administrator and Administrative Assistant will work with the Program Director to sustain the project.
Program Administrator will assess parents functioning at very low literacy levels to determine how best to serve those parents

Volunteers for workshops and tutoring

A VISTA member (8 hours/week)

Public Relations Intern (8 hours/week)

Snacks for workshops

We further agree to each of the following:

To implement the project as presented in the project application and any project revisions.

If the partner organization is a faith-based community organization, that the support received through the project will not be used for religious or sectarian purposes.

That funds or services received will be used in accordance with the application and any applicable laws and regulations.

Services will be provided at no charge and will be available to the target population.

Helen Mueller
Signature of Authorized Library Official

Helen Mueller
Name of Authorized Library Official
(print or type)

Library Director
Title of Authorized Library Official

2/9/05
Date

Cynthia Holmes
Signature of Authorized Partner Official

Cynthia Holmes
Name of Authorized Partner Official
(print or type)

President, Board of Directors
Title of Authorized Partner Official

4 February 2005
Date

Partnership Agreement

Library Services and Technology Act Grant

An agreement should be completed between the library and each partner. If another agreement or contract is already in place, it can be substituted for this form as long as the conditions listed below are included.

Library/Organization Name: LeRoy Collins Leon County Public Library

Partnering Agency Name: Magnolia Terrace Apartments

Partner Mailing Address: 509 East Magnolia Drive, Tallahassee, Florida 32301

Project Name: Let's Read Together

We, the undersigned agree to provide the following programs, services, or activities:

The LeRoy Collins Leon County Public Library will develop and administer the "Let's Read Together" Project and will provide personnel and materials for workshops at Magnolia Terrace Apartments.

Magnolia Terrace Apartments will:

Provide space for four workshops in January, February, May and July 2006. Magnolia Terrace Apartments will assist The LeRoy Collins Leon County Public Library in advertising the workshops at Magnolia Terrace Apartments.

We further agree to each of the following:

To implement the project as presented in the project application and any project revisions.

If the partner organization is a faith-based community organization, that the support received through the project will not be used for religious or sectarian purposes.

That funds or services received will be used in accordance with the application and any applicable laws and regulations.

Services will be provided at no charge and will be available to the target population.

Helen Moeller
Signature of Authorized Library Official

Helen Moeller
Name of Authorized Library Official
(print or type)

Library Director
Title of Authorized Library Official

2/9/05
Date

Rae DuPont - Magnolia Terrace Apts.
Signature of Authorized Partner Official

Rae DuPont
Name of Authorized Partner Official
(print or type)

Property Manager
Title of Authorized Partner Official

2/4/05
Date

Partnership Agreement

Library Services and Technology Act Grant

An agreement should be completed between the library and each partner. If another agreement or contract is already in place, it can be substituted for this form as long as the conditions listed below are included.

Library/Organization Name: LeRoy Collins Leon County Public Library
Partnering Agency Name: Panhandle Adult Literacy Center
Partner Mailing Address: 283 Trojan Trail, Tallahassee, Florida 32311
Project Name: Let's Read Together

We, the undersigned agree to provide the following programs, services, or activities:

The LeRoy Collins Leon County Public Library will develop and administer the "Let's Read Together" Project
The Panhandle Adult Literacy Center will advertise and make referrals to the project.

We further agree to each of the following:

- ☐ To implement the project as presented in the project application and any project revisions.
- ☐ If the partner organization is a faith-based community organization, that the support received through the project will not be used for religious or sectarian purposes.
- ☐ That funds or services received will be used in accordance with the application and any applicable laws and regulations.
- ☐ Services will be provided at no charge and will be available to the target population.

Helen Moeller
Signature of Authorized Library Official

Helen Moeller
Name of Authorized Library Official
(print or type)

Library Director
Title of Authorized Library Official

2/9/05
Date

Glenda Lightsey Norvell
Signature of Authorized Partner Official

Glenda Lightsey Norvell
Name of Authorized Partner Official
(print or type)

Panhandle Adult Literacy Center Director
Title of Authorized Partner Official

2-2-05
Date